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ABSTRACT

This book, aimed at persons who choose or are forced to change jobs or careers in midlife, contains nine chapters of strategies and advice from two job placement and consulting professionals. The chapters cover the following topics: (1) the employment picture today; (2) looking for self-fulfillment in your career; (3) when to leave your old job; (4) self-assessment; (5) exploring the market; (6) resume development and preparation; (7) planning for success; (8) marketing your talents; and (9) interviewing and negotiating. The book also includes a glossary and eight appendixes that provide the following: an annotated list of 13 directories, 5 periodicals, 11 computer databases, and 3 recruiting access online services; resource information on the recruiting industry; lists of recruiting firms and specialty recruiting firms for various occupational areas; a suggested reading list containing 22 annotated citations; a list of members of the National Association of Career Development Counselors; a list of third-party employment services; and addresses of Forty Plus organizations. (KC)

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